**AEMS Board of Governors Meeting**
**December 20, 2017**
**Minutes**

**Board of Governors Members in Attendance:** Peggy Baker; Chris Barden' Marcia Barry, RN; Barb Bovee, RN; Gail Bradley, MD; Dan Bramble; Franco Castro-Marin, MD; Tom Cole; John Gallagher, MD; Garth Gemar, MD; Joe Gibson; Toni Gross, MD; Ryan Herold, RN; Robert Londeree, MD; Terry Mason, RN; Kathleen Moore, RN; Mark Nichols; Sandy Nygaard; Ginny Orcutt, RN; Roy Ryals; Ryan Southworth, DO; Laurie Wood, RN

**Distinguished Guests in Attendance:** Nicola Crim; Kimberly Green; Suzanne Buchanan, RN; Nancy Mitchell, RN; Barbara Schaffer, RN; Shari Brand, MD; Mickey Kovach, RN; Paul Honeywell; Chris Riddle; Jeff Case; Shane Kelber; Brandon Hestand; Kayla Cole; Val Weaver; Martin Hernandez; Sara Latham; Martin Murphy; Sheila Bryant, RN; Phillip Johnson; Alyson Welch; Kris Ramos; and Alison Skinner.

I. Call to Order and Introduction of guests: 12:13 pm
II. Approval of Minutes
    a. MOTION: Approve the minutes with corrections to the attendance roster
    b. ACTION: Passed unanimously
III. Executive Director's Report
    a. Monthly activities
    b. 2018 Membership Campaign
        i. Overview of dues process and three year review of submitted donations
        ii. Request for all members to update contact information
    c. Year in Review
        1. Presentation
    d. AzDHS Contract 2017-2018 Status: contract up to date
    e. Social media: brief update on status or various social media platforms
IV. Board Officers' Reports
    a. Treasurer's Report
        i. Financial Reports
            1. MOTION: Approve the financial reports as presented
            2. ACTION: Passed unanimously
        ii. 2016-2017 Financial Review:
        iii. Open forum
            1. Financial review presented
            2. Discussion of need for full audit in 2018
            3. Based on review, organization in better financial position in 2017 than 2016
            4. Information will be provided on difference between audit and financial review and what would be the most beneficial
            5. MOTION: Approve the financial review as presented
            6. ACTION: Passed unanimously
        iv. 2017-2-18 Budget
            1. MOTION: Approve the budget as presented
            2. ACTION: Passed unanimously
            3. Executive Director Review/Reimbursement
                a. Discussion regarding salary and membership campaign
                b. MOTION: Immediate increase of ___% with further increase of an additional ___% contingent upon achievement of budgeted membership dues submission
                c. ACTION: Passed unanimously

    b. Chair's Report
        i. Executive committee report:
            1. Discussion about approaches to membership drive
            2. Continuing education:
                a. CEs for talks when appropriate
                b. Stress importance of turnout for speakers who travel
            3. Open forum:
                a. Discussion regarding Indemnification of students while on shift at various agencies
            4. Regional Update
                a. Efforts underway to regionalize protocols

c. Board Transitions
    i. One Representative from a Public Employer of Emergency medical Care Technicians (MCT,) from a political Subdivision of Population greater than 500,000
        1. Jeff Case, Phoenix Fire Department
        2. MOTION: Destroy the ballots
        3. ACTION: Passed unanimously
    ii. Service award presented to Laurie Wood for many years of service on the Board. Laurie is stepping down due to change in status of her facility
    iii. Vacancies:
        1. 9 positions will be up for election. Positions reviewed and any interested parties, including incumbents, are encouraged to contact Peggy
        2. Elections will be held at the 2/18/2018 Board meeting

V. State Report:
a. BEMSTS Activities and Updates
    i. Brief update regarding upcoming meeting schedule for January 18, 2018
b. SHARE Update: No update
c. The Arizona Pre-Hospital Information l& EMS Registry System (AZ-PIERS) Updates: None

VI. Functional Group Review
a. Planning & Outreach
    i. 2018 EMS Odyssey Conference Report
        1. Agenda Review
    ii. 2018 EMS Recognition Awards
        1. Members present encouraged to submit nominees for service awards
b. Patient Management
    i. Categorization Update: Recent meeting did not have a quorum
    ii. RED Book Update
        1. Review of regional protocol project
        2. Review of changes/updates
            a. MOTION: Approve changes/updates as presented
        3. ACTION: Passed unanimously
    iii. Additional Reports: None provided
    iv. AzCHER Presentation: Seeking regional representation for 2 workgroups including the Steering Committee and Planning Committee
c. Subcommittees/Work Groups
    i. Community Outreach: ongoing work to enlist involvement by small community agencies/providers

VII. Program and Committee Reports: None provided
VIII. Old Business: None
IX. New Business: None
X. Call to the Public: None
XI. Adjournment: 1:42 pm

Respectfully submitted by Marcia Barry, RN